

EDITED KSAPC LISTING

CLASSIFICATION: Television Specialist

NOTE: Each position within this classification may perform some or all of these KSAPCs

KSAPC Statements	
Knowledge of:	
K1.	Comprehensive knowledge of techniques of television production to create educational and training videos.
K2.	Comprehensive knowledge of audio recording to record narration, music, live sound, and speeches.
K3.	Comprehensive knowledge of television videography to operate professional video camera equipment.
K4.	Comprehensive knowledge of audio-visual principles and techniques to support daily production activities and functions.
K5.	Basic knowledge of script writing to create comprehensive scripts and story boards.
K6.	Basic knowledge of television staging and lighting for institution and education video productions.
K7.	Comprehensive knowledge of editing methods and equipment to produce a quality video production.
K8.	Basic knowledge of electronic theory to install, operates, and troubleshoots equipment.
K9.	Basic knowledge of television communication theory to facilitate equipment operation.
K10.	Comprehensive knowledge of computer literacy of software programs to facilitate reports, inventories, editing software, program scheduling.
K11.	Comprehensive knowledge of video formats (e.g., Joint Photographic Experts Group [JPEG], Moving Picture Experts Group [MPEG], Audio Video Interleaved [AVI], Video Object File [VOB], etc.) to meet the needs of the institution.
K12.	Basic knowledge of graphics to create text for video productions.
K13.	Basic knowledge of still photography to produce pictures for videos, advertisements, and presentations.
K14.	Basic knowledge of a cable television system to provide services to the institution.
K15.	Basic knowledge of supervision and training of inmates to maintain safety and security of the institution.

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KSAPC Statements	
Ability to:	
A1.	Assume leadership and provide creativity in the planning, writing, directing, and scheduling of television productions to produce professional quality television/multi-media products/programs.
A2.	Act independently in converting ideas and concepts to produce a successful production.
A3.	Develop innovative solutions to complex audio and visual communication problems to ensure effective communication.
A4.	Analyze situations accurately and take effective action to ensure ongoing operations.
A5.	Work effectively with people and situations requiring initiative, tact, and judgment to perform your job in a professional manner.
A6.	Communicate effectively at the level required for successful job performance in a correctional environment.
A7.	Work independently under minimal supervision due to the technical nature of the job and limited assistance from management.
A8.	Multi-task effectively by prioritizing multiple responsibilities to accomplish established deadlines.
A9.	Lift a minimum of 30 pounds (e.g., set productions, audio equipment, visual equipment, etc.) to perform required duties.

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KSAPC Statements	
<i>Personal Characteristics:</i>	
PC1.	Artistic and creative ability to produce a quality product.
PC2.	Willingness to travel throughout the State when required to accomplish necessary tasks (i.e., training).
PC3.	Normal hearing to perform the audio portion of the position.
PC4.	Normal or corrective vision to perform the visual portions of the position.